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STATE OF DELAWARE
REAL ESTATE COMMISSION

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PUBLIC MEETING NOTICE: REAL ESTATE EDUCATION COMMITTEE

MEETING DATE AND TIME: Thursday, February 4, 2016 at 9:30 a.m.

PLACE: Division of Professional Regulation
861 Silver Lake Boulevard, Cannon Building
Second Floor Conference Room A
Dover, Delaware

MINUTES APPROVED: 03/03/2016

MEMBERS PRESENT

Tom Burns, Kent County, Professional Member, Chairperson, Presiding
Casey Price, Sussex County, Professional Member, Vice Chairperson
Barbara Brodoway, New Castle County, Public Member
Donna Klimowicz, New Castle County, Professional Member
Debbie Oberdorf, Kent County, Professional Member
Michael Rushe, Kent County, Public Member
Elaine Woerner, New Castle County, Professional Member

MEMBERS ABSENT

Virgil Bullis, Professional Member, Sussex County
Denise Tatman, Sussex County, Public Member

DIVISION STAFF

Sandra Wagner, Administrative Specialist III
Jessica Williams, Administrative Specialist III

ALSO PRESENT

Sandy Fader, RHIS
Lynette Scott, Delaware Real Estate Commission

CALL TO ORDER

Mr. Burns called the meeting to order at 9:38 a.m.

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

Mr. Burns informed the Committee that the Delaware Association of REALTORS® is making a TRID addendum.

REVIEW OF MINUTES

Mr. Rushe moved, seconded by Ms. Woerner, to approve the January 7, 2015 minutes as written. Motion unanimously carried.

UNFINISHED BUSINESS

Discussion Regarding Potential Revisions to Broker's Course Outline

Mr. Burns moved, seconded by Ms. Brodoway, to table this item until Mr. Bullis is in attendance and Ms. Kalvinsky can attend a regularly scheduled meeting. Motion unanimously carried.

NEW BUSINESS

Update from the Commission

The Committee was advised that the Commission approved the proposed changes to the education guidelines and are moving forward with scheduling a public hearing.

Review Request for Clarification of Instructor Approval for Michael Rushe

The Committee reviewed the correspondence from Michael Rushe requesting that the Committee recognize "Residential Landlord Tenant Code" and "Leases" and "Eviction Process" for which he is currently approved to teach under module 7, are the same substantive topics and that he would not need to reapply to teach "Residential Landlord Tenant Code" until the October 31, 2017 approval expires. Ms. Brodoway moved, seconded by Ms. Klimowicz, to recommend the approval of correspondence formally recognizing that the topics Mr. Rushe is approved to teach under module 7 "Residential Landlord Tenant Code" and "Leases" and "Eviction Process". Motion unanimously carried.

Sign Certificate of Appreciation for Tim Riale

The Committee affixed their signatures to the certificate of appreciation for Mr. Riale.

Review Request to Amend Current Instructor Approval

The Committee reviewed the correspondence from John Tarburton requesting an amendment to his current instructor approval, to include modules 1, 4, 5, 6 and new licensee modules 1 and 4. Ms. Price moved, seconded by Ms. Woerner, to recommend that the amendment for approval. Motion unanimously carried.

PUBLIC COMMENT

Ms. Scott thanked the Committee for volunteering their time and service.

NEW BUSINESS

Review of Course Provider Applications

Ms. Klimowicz moved, seconded by Ms. Woerner, to recommend approval, denial, or tabling, of the following items as noted below. Motion unanimously carried.

Course Provider: Andrea Selvaggio

Course Title: Five Steller Steps to Creating the Exceptional Buyer Experience **Approved**

Credit Hours: 3.0

Module: 7

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Course Provider: Elzufon, Austin, Tarlov & Mondell, P.A.

Course Title: Agency & Fair Housing **Approved**

Credit Hours: 3.0

Module: 1

Course Title: The Statewide Agreement of Sale **Approved**

Credit Hours: 3.0

Module: 3

Course Title: Case Law Update **Approved**

Credit Hours: 3.0

Module: 5

Course Title: Delaware Real Estate Laws, Statutes & Contracts **Approved**

Credit Hours: 3.0

Module: 5

Course Title: Understanding the DE Uniform Common Interest Ownership Act **Approved**

Credit Hours: 3.0

Module: 5

Course Title: Delaware Landlord Tenant Code **Approved**

Credit Hours: 3.0

Module: 6

Course Title: Real Estate Tax Considerations **Approved**

Credit Hours: 3.0

Module: 6

Course Title: How to Have a Smooth Settlement **Approved**

Credit Hours: 3.0

Module: 7

Course Provider: Keller Williams Realty

Course Title: Legislative Issues **Approved**

Credit Hours: 3.0

Module: 5

Course Title: Commercial Real Estate **Approved**

Credit Hours: 3.0

Module: 7

Course Provider: OnCourse Learning dba Career WebSchool

Course Title: Ethics in Real Estate **Approved**

Credit Hours: 3.0

Module: 2 or 7

Course Title: Green Home Features **Approved**

Credit Hours: 3.0

Module: 7

Course Title: Tax Free Exchanges **Approved**

Credit Hours: 3.0

Module: 7

Course Provider: RHIS Training

Course Title: The Code of Ethics – Your Promise to Professionalism **Approved**

Credit Hours: 3.0

Module: 2

Course Provider: Servpro Industries, Inc.

Course Title: Understanding Mold in the Restoration Industry **Approved**

Credit Hours: 3.0

Module: 7

Course Provider: Sussex County Association of REALTORS®

Course Title: DE Listing Agreements and Real Property Disclosures **Approved**

Credit Hours: 3.0

Module: 3

Course Title: RESPA Rule 8 **Approved for Module 5; Not Approved for Module 4 as Requested**

Credit Hours: 3.0

Module: 5

Course Title: DE Case Law Regarding Rule 8.1.1 of the DE Real Estate Commission **Approved**

Credit Hours: 3.0

Module: 5 or 6 or 7

Course Title: The Statewide Agreement of Sale for Residential Property **Approved**

Credit Hours: 3.0

Module: 3

Course Title: Delaware Landlord Tenant Code **Approved**

Credit Hours: 3.0

Module: 6

Course Title: How to Have a Smooth Settlement **Approved**

Credit Hours: 3.0

Module: 7

Course Title: Generational Selling and Social Media **Approved**

Credit Hours: 3.0

Module: 7

Course Title: Video Marketing for Real Estate **Approved**

Credit Hours: 3.0

Module: 7

Course Provider: The CE Shop, Inc.

Course Title: Delaware Legislative Issues **Approved**

Credit Hours: 3.0

Module: 5

Course Title: Delaware Office Management **Approved**

Credit Hours: 3.0

Module: 4

Course Title: At Home with Diversity **Approved**

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Credit Hours: 6.0
Module: 2

Course Title: Real Estate Marketing Reboot: Innovate>Relate>Differentiate **Approved**
Credit Hours: 6.0
Module: 7

Course Title: RPR: Real-Time Data, Market Knowledge, Informed Customer **Approved**
Credit Hours: 3.0
Module: 7

Course Title: Seniors Real Estate Specialist (SRES) Designation Course **Approved for Module 6 in
Addition to Module 7**
Credit Hours: 6.0
Modules: 6 & 7

Course Provider: Delaware Association of REALTORS®
Course Title: An Introduction to Developing an Ombudsman Program **Approved for Module 7, Not
Module 2 as Requested**
Credit Hours: 3.0
Module: 7

Course Title: Real Estate Ethics: The Only Way to Conduct Business **Approved**
Credit Hours: 3.0
Module: 2 or New Licensee Module 1

Course Provider: Keller Williams Realty
Course Title: NAR Quadrennial Ethics Course **Approved**
Credit Hours: 3.0
Module: 2

Course Title: Legislative Issues **Approved**
Credit Hours: 3.0
Module: 5

Course Provider: Kent County Association of REALTORS®
Course Title: Basics of Delaware Residential Landlord Tenant Law **Approved**
Credit Hours: 3.0
Module: 6 or 7

Course Title: Professionalism in Real Estate Practice **Approved**
Credit Hours: 3.0
Module: 2

Course Title: Delaware Listing Agreements and Real Property Disclosure **Approved**
Credit Hours: 3.0
Module: 3

Course Title: Delaware Case Law Regarding Rule 8.1.1 of the DE Real Estate Commission **Approved**
Contingent Upon Receipt of Clarification of Course Title
Credit Hours: 3.0
Module: 5 or 6 or 7

Course Title: Construction, Environmental Hazards & Wood Destroying Insects **Approved**
Credit Hours: 3.0
Module: 7

Course Title: Stucco – The Nitty Gritty **Approved**
Credit Hours: 3.0
Module: 7

Course Provider: McKissock, LLC

Course Title: Give Your Clients the Green Light: Simple Ways to Green a Home **Approved**
Credit Hours: 3.0
Module: 7

Course Provider: New Castle County Association of REALTORS®

Course Title: An Introduction to an Ombudsman Program **Approved for Module 7, Not Approved for Module 2 as Requested**

Credit Hours: 3.0
Module: 7

Course Title: Real Estate and Ethics – The Only Way to Conduct Business **Approved**
Credit Hours: 3.0
Module: 2

Course Provider: Ward & Taylor, LLC*

Course Title: Real Estate Potpourri **Approved**
Credit Hours: 3.0
Module: 7

Review of Instructor Applications

Ms. Klimowicz moved, seconded by Ms. Woerner, to recommend approval, denial, or tabling, of the following items as noted below. Motion unanimously carried

Edward Dee **Approved**

Continuing Education: Continuing Education Module 7 – Environmental Course; Septic Course

Benjamin Gromicko **Approved**

Continuing Education: Module 7 – Home Energy Efficiency for Real Estate Professionals

Sandy Fader **Approved**

Continuing Education: New Licensee Module 1; Continuing Education Module 2

Jeanne LaMere **Approved**

Continuing Education: Module 7 – Tax Free Exchanges; Ethics in Real Estate; Green Home Features; Green Home Construction; Short Sales & Foreclosures; Prequalifying Your Buyer in Today's Market; Environmental Hazards Disclosure

James Swalm, Jr. **Denied – Applicant does not meet 5 Year Real Estate Experience Requirement**

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

Walter Taraila **Approved to Teach Continuing Education; Pre-Licensing with the Exception of Real Estate Law, and Broker's Course**

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Safety Course for Real Estate; Introduction to Commercial Real Estate

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

Broker's Course: Brokerage; Real Estate Documents; Valuing Real Property; Financing; Ethics; Legal & Governmental Aspects of Real Estate; Real Estate Investment; Mathematics

Diane Disbrow **Approved**

Continuing Education: New Licensee Modules; 1 & 4; Continuing Education Module 2; Module 7 – An Introduction to Developing an Ombudsman Program

Philip McGinnis **Approved**

Continuing Education: Continuing Education Modules 3; 4; 5; 6; & 7

Pre-Licensing Course: Real Estate Sales

Broker's Course: Brokerage; Valuing Real Property; Real Estate Investment; Mathematics

Review of Student Requests for Approval of Continuing Education Activities

Ms. Klimowicz moved, seconded by Ms. Woerner, to recommend approval, denial, or tabling, of the following items as noted below. Motion unanimously carried. ‘

Student Name: Mary Ann Malewski **Approved**

Course Title: Real Estate Jeopardy Documents and Practices

Course Provider: Ward & Taylor, LLC.

Credit Hours: 3.0

Requesting Approval for Module: 6

CORRESPONDENCE

There was no correspondence

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

Mr. Burns advised the Committee that he would like the Committee take a few minutes during every regularly scheduled meeting to discuss potential upcoming agenda items during the “Other Business before the Committee” portion of the agenda. This will allow for an open discussion between the Committee members.

Mr. Burns suggested that the Committee focus on the approval of modules, and the ability to be flexible for determining if the content of a course would meet the requirements to be approved for an additional module, as opposed to approving the module that the course provider is requesting. Ms. Brodoway agreed that the flexibility would be good, but the Committee would need to remain consistent throughout the approval process.

Ms. Oberdorf stated that modules 1 and 2 seem to be the only two modules that may not be interchangeable amongst the remaining modules. Course providers could attempt to make modules 1 and two more engaging to the students.

PUBLIC COMMENT

Ms. Fader informed the Committee that occasionally students attending the approved courses cannot determine if the information that is being presented is accurate. Ms. Williams advised the Committee that it is the responsibility of the Course Provider to ensure that the courses they are offering reflect up to date information.

Ms. Scott inquired about the process for student evaluations, if the instructors and/or course providers are providing inaccurate information during classes. Ms. Williams explained that Education Guidelines are in place that discusses the negative evaluation process, detailing what constitutes a negative evaluation. She further explained that she reviews all evaluations, and if the scores do not constitute a negative evaluation and there are no comments that are of extreme concern, it would not come before the Committee for review.

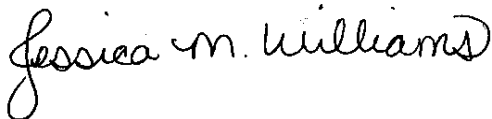
NEXT SCHEDULED MEETING

The next meeting will be held on Thursday, March 3, 2016 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Mr. Rushe moved, seconded by Ms. Brodoway, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 11:21 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jessica M. Williams". The signature is written in a cursive, flowing style.

Jessica M. Williams
Administrative Specialist III